

**ADMINISTRATIVE**  
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DDM&S 73-2853

20 JUL 1973

DD/M&S Registry  
File Personnel 5

MEMORANDUM FOR: Director of Personnel

SUBJECT : Establishment of M Career Service, Management  
and Services Directorate

REFERENCE : Memo dtd 19 Jun 73 from DDM&S to D/Pers, same subj

1. After reviewing the career service designations used for Management and Services Directorate careerists, I have determined that the following changes in career service designations for careerists in grades GS-15 and below should become effective as soon as possible:

<u>Present Career Service Designation</u>	<u>New Career Service Designation</u>
S	MG
SJ	MJ
SP	MP
SF	MF
SS	MS
ST	MT
SM	MM
SL	ML
SC	MC
R (OJCS)	MZ
E (OPPB)	MG or parent career service designations for those officers on a rotational tour

These changes do not affect the earlier determination made in referent memorandum that all Management and Services Directorate careerists GS-16 and above would have a service designation of M.

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2. To assist the Office of Personnel in determining what career service designation changes should be made for the officers assigned to the Office of Joint Computer Support and the Office of Planning, Programming and Budgeting, I have attached listings of officers affected.

3. I ask that you prepare the necessary Agency Regulations, Notices or other publications effecting these career service changes. I expect that your Position Management and Compensation Division will issue the proper forms to effect similar changes in position designations. Although I have not designated a firm effective date for these changes, I would like to see results accomplished as soon after 1 August as possible.

4. Your representatives should maintain close working contact with the Chief, Management Support Division/OJCS to assure that all other Agency planned reorganizations can be made effective with the minimal computer upheaval.

/s/ Robert S. Wattles

Robert S. Wattles  
Acting Deputy Director  
for  
Management and Services

cc: D/OJCS

Att

ACMO/DDM&S:GWO:sm (16 Jul 73 )

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File *Personnel 3*

DD/M&S 73-2409

19 JUN 1973

MEMORANDUM FOR: Director of Personnel

SUBJECT : Establishment of M Career Service,  
Management and Services Directorate

1. Effective 1 July 1973 I am establishing the M Career Service. It will include all M&S career employees in grades GS-16 and above. In taking this action, I foresee a broader utilization of our more senior officers. A career service composed solely of M&S executive talent will better enable me to monitor managerial requirements throughout the Directorate. I plan to use the M Career Service mechanism as a means to strengthen our executive cadre through selective training, rotation and advancement.

2. In order that I may proceed with the implementation of these plans at the earliest date, I would appreciate your taking the necessary action to transfer all M&S employees in grades GS-16 and above to the M Career Service and to identify and designate as M positions all Directorate positions GS-16 and above. Also, please initiate a Headquarters Notice or other suitable means for notifying the affected employees and career services.

/s/ Harold L. Brownman

HAROLD L. BROWNMAN  
Deputy Director  
for

Management and Services

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EO-DD/M&S:LDP:bkf (19 Jun 73)

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